

# *Memorandum*

---

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Norberto Duenas  
Deputy City Manager

**SUBJECT: SCHOOLS/CITY COLLABORATIVE      DATE: July 28, 2008**  
**MONTHLY UPDATE**

---

## **RECOMMENDATION**

It is recommended that the Neighborhood Services and Education (NSE) Council Committee accept the attached Schools/City Collaborative Executive and Subcommittee work plans and meeting calendars.

## **OUTCOME**

The work plans will provide the Committee with an overview of the strategy to establish an ongoing collaborative structure to serve as a vehicle to share information and coordinate activities that impact all entities. The work plans will enable the Committee to understand the activities, plans, and status for the Schools/City Collaborative.

## **BACKGROUND**

Mayor Reed and Councilmember Chirco chair the Schools/City Collaborative Executive Committee. The Executive Committee includes Superintendents from each of the 19 local school districts and appointed city staff. The purpose of the Executive Committee is to provide feedback and direction to the subcommittees. The Collaborative is broken down into three subcommittees:

**Joint-Use and Neighborhood Services:** Co-chaired by Superintendent Marc Liebman (Berryessa School District) and Albert Balagso.

**School Safety:** Co-chaired by Superintendent Bob Nunez (Eastside Union School District), Police Chief Rob Davis, and Jim Helmer.

**Teacher Recruitment and Retention:** Co-chaired by Superintendent Don Iglesias (San Jose Unified School District) and Leslye Krutko.

Since April, the Executive Committee has been working to develop a strategy for re-connecting the Schools and City Collaborative. The purpose of this memo is to share with the Committee the elements of that strategy and the key action steps that will be taken in the coming year. The Schools/City Collaborative is an important vehicle to ensure open and ongoing communication between the City of San Jose and local San Jose school districts.

## **ANALYSIS**

To ensure ongoing cooperation and develop a strong working relationship, the Schools/City Collaborative Executive Committee agreed that the following steps should be taken:

1. Hold Quarterly Executive Committee meetings to discuss issues of mutual concern. In 2008 -2009, they will be held on the second Wednesday of every 3 months (September 10<sup>th</sup>, December 10<sup>th</sup>, March 11<sup>th</sup> and June 10<sup>th</sup>).
2. The Executive Committee and each of the three Subcommittees will formalize work plans that identify and address current issues of mutual interest (see attachment).

The City Manager Office staff will provide a verbal update to the NSE Committee on the Schools/City Collaborative in addition to providing an overview of the Executive and Subcommittee work plans and meeting calendars.

NORBERTO DUENAS  
Deputy City Manager

Encl. Attachments:

- A) Executive Committee Work plan
- B) Joint Use/Neighborhood Services Committee Work plan
- C) School Safety Committee Work plan
- D) Teacher Recruitment and Retention Committee Work plan
- E) Executive Committee Calendar
- F) Joint Use/Neighborhood Services Committee Calendar
- G) School Safety Committee Calendar
- H) Teacher Recruitment and Retention Committee Calendar

## 2008-2009 Executive Committee Work plan

The purpose, vision, and mission of the San José Schools and the City Collaborative Policy are described below.

### PURPOSE

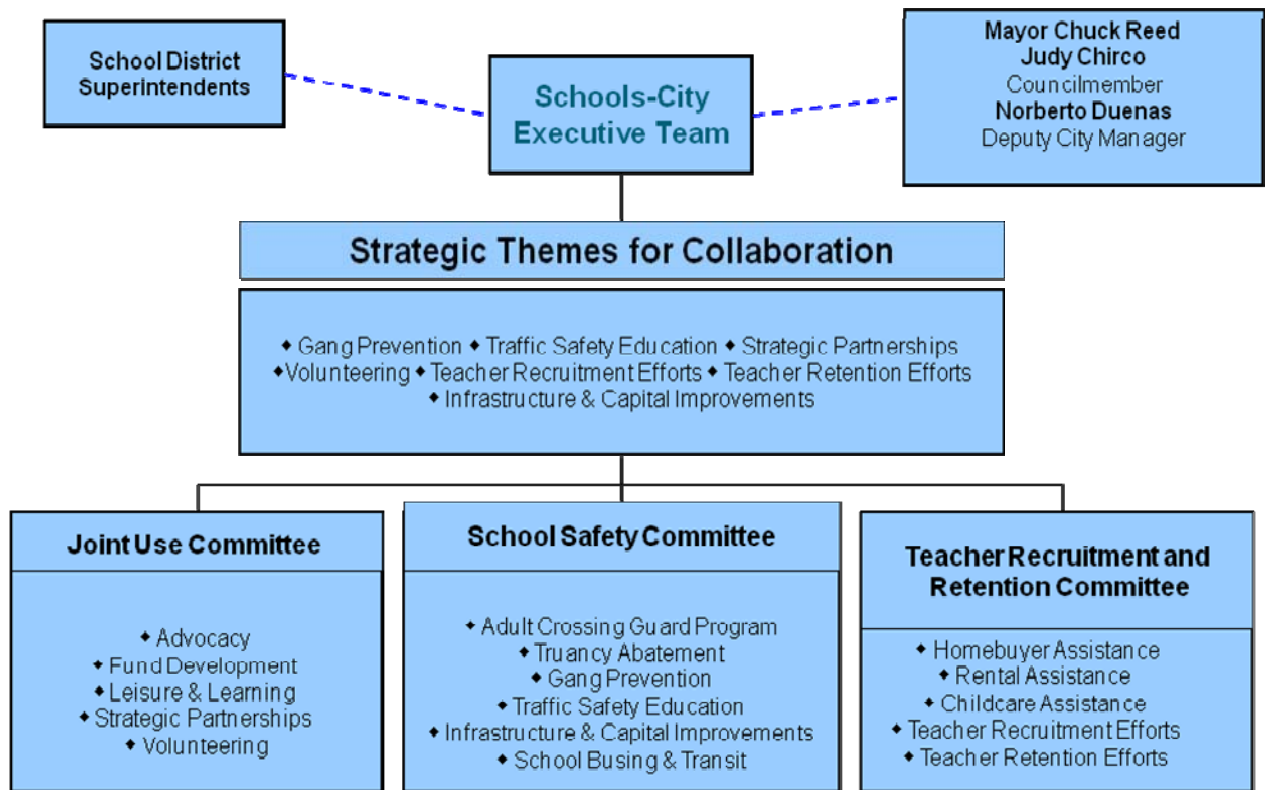
To strengthen and formalize the relationship between the City of San José and all San José schools and to establish a set of policies that address areas of common interest.

### VISION

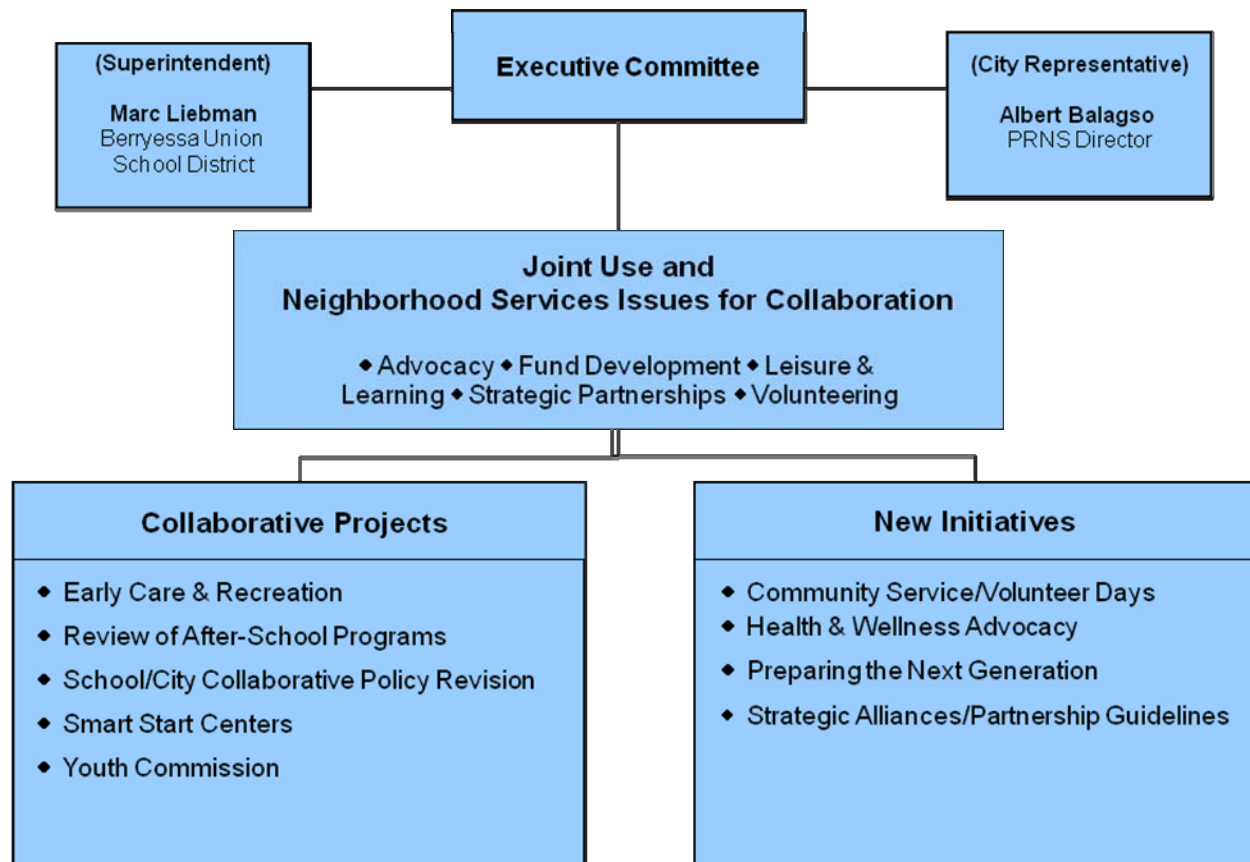
All youth and their families in the City of San José are responsible, contributing members of society.

### MISSION

To develop sustaining partnerships that include all members of our community, and that engage all youth and their families in becoming responsible members of society.



## 2008-2009 Joint Use/Neighborhood Services Committee Work plan

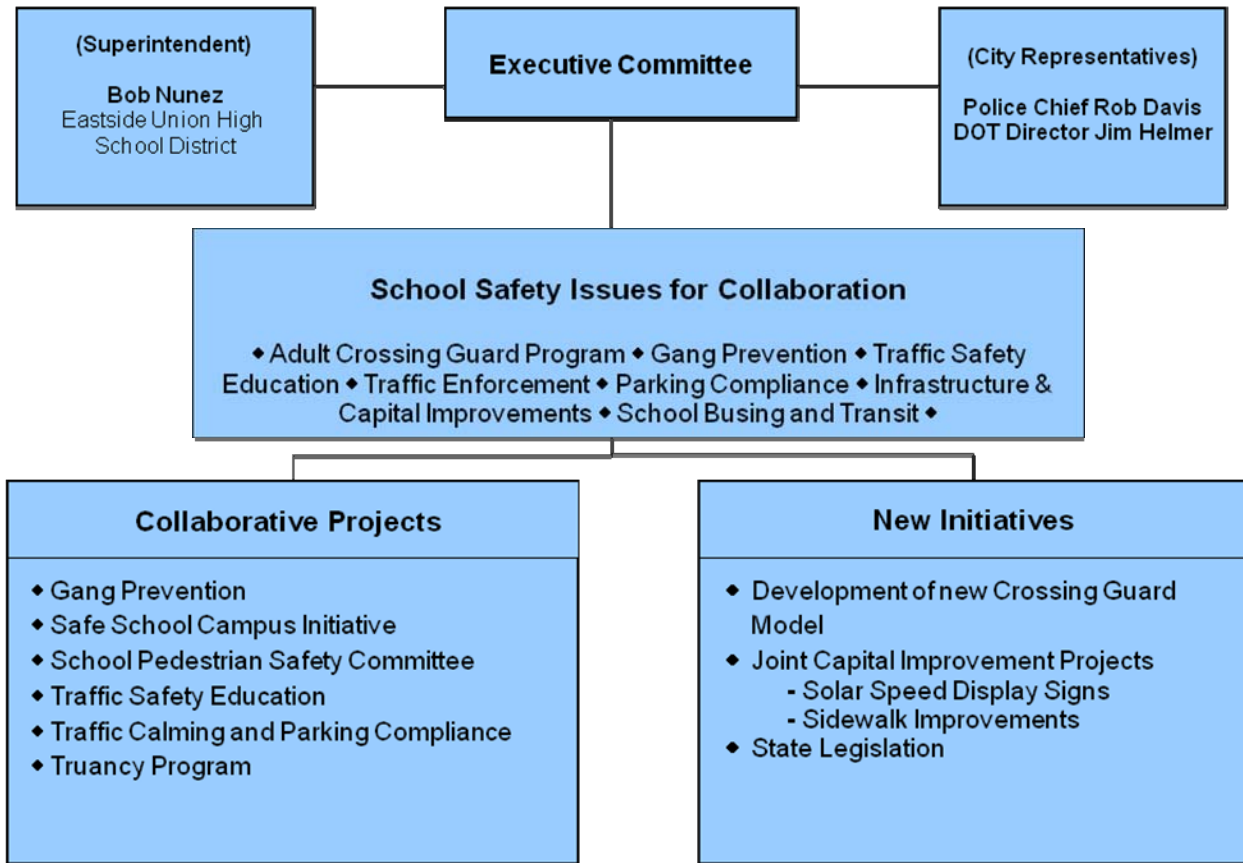


### Joint Use/Neighborhood Services Subcommittee

**City Representatives**     Albert Balagso, PRNS Director  
                                       Cynthia Bojorquez, PRNS Deputy Director

School District	Superintendent
Berryessa Union School District	Marc Liebman
MetroEd	Paul Hay
Morgan Hill School District	Dr. Alan Nishino
Mount Pleasant Elementary	George Perez
Orchard Elementary	Joe Amelio
Cambrian	Thomas Dace

## 2008-2009 School Safety Committee Work plan

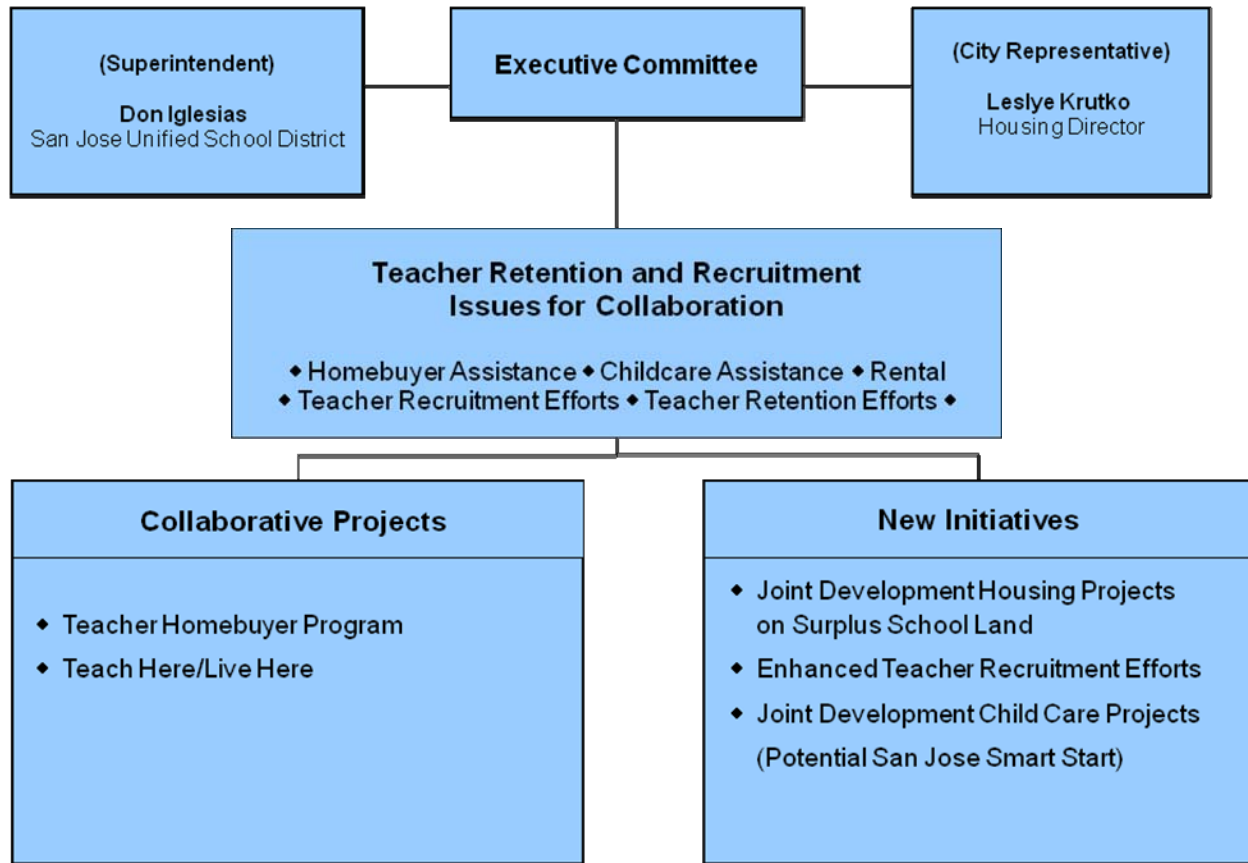


### School Safety Subcommittee

**City Representatives**     Jim Helmer, DOT Director  
                                      Laura Wells, DOT Deputy Director  
                                      Police Chief Rob Davis  
                                      Lieutenant Eddie Garcia

School District	Superintendent
Campbell Union School District	Dr. Johanna Vandermolen
East Side Union High School District	Bob Nunez
Franklin-McKinley School District	Dr. John Porter
Fremont Union High School District	Polly Bove

## 2008-2009 Teacher Retention and Recruitment Committee Work plan



### Teacher Retention Subcommittee

**City Representatives** Leslye Krutko, Housing Director  
Maria Haase, Analyst

School District	School District
Alum Rock Union School District	Norma Martinez
Campbell Union High School District	Dr. Rhonda E. Farber
Cupertino Union School District	Phil Quon
Luther Burbank School District	Richard Rodriguez
Moreland School District	Glen Ishiwata
Oak Grove School District	Manny Barbara
San José Unified School District	Don Iglesias
Santa Clara Unified School District	Steve Tavis
Union School District	Dr. Jacqueline Horejs

**Schools/City Collaborative  
Executive Board  
Six Month Meeting Schedule  
2008-2009**

**Meeting Date:** \*\*\* Occurs the second Wednesday of every 3 months.

**Meeting Time:** 7:30 AM to 9:00 AM.

**Room Location:** Determined by Host

**Refreshments:** Determined by Host

**Contact:** Determined by Host

---

**MARCH 12, 2008**

7:30 AM to 9:00 AM

Foothill College

12345 El Monte Road

Los Altos, CA 94022

(650) 949-7777

**MARCH 11, 2009**

7:30 AM to 9:00 AM

Franklin McKinley School District

645 Wool Creek Road

San Jose, California

(408) 283-6000

**JUNE 11, 2008**

7:30 AM to 9:00 AM

Oak Grove School District

6578 Santa Teresa Boulevard

San Jose, CA 95119

(408) 227-8300

**JUNE 10, 2009**

7:30 AM to 9:00 AM

Franklin McKinley School District

645 Wool Creek Road

San Jose, California

(408) 283-6000

**SEPTEMBER 10, 2008**

7:30 AM to 9:00 AM

Franklin McKinley School District

645 Wool Creek Road

San Jose, California

(408) 283-6000

**DECEMBER 10, 2008**

Franklin McKinley School District

645 Wool Creek Road

San Jose, California

(408) 283-6000

**Schools/City Collaborative  
Joint Use/Neighborhood Services  
Monthly Meeting Schedule  
2008-2009**

**Meeting Time:** Every 4<sup>th</sup> Monday of the Month, from 3:00p.m. to 4:30p.m.

**Room Location:** Determined by Host

**Refreshments:** Determined by Host

**Contact:** Superintendent Marc Liebman; Director of Parks, Recreation and Neighborhood Services Albert Balagso

---

**AUGUST 9, 2008**

\*\* thereafter 4<sup>th</sup> Monday of the Month

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**SEPTEMBER 22, 2008**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**OCTOBER 27, 2008**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**NOVEMBER 24, 2008**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**JANUARY 26, 2009**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**FEBRUARY 23, 2009**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**MARCH 23, 2009**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**APRIL 27, 2009**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570

**MAY 25, 2009**

3:00 pm – 4:30 pm

San Jose City Hall – 9<sup>th</sup> Floor, Rm. 950

200 East Santa Clara Street

San Jose, CA 95113

(408) 535 – 3570



**Schools/City Collaborative  
School Safety  
Five Month Meeting Schedule  
2008-2009**

**Meeting Time:** Determined by Host

**Room Location:** Determined by Host

**Refreshments:** Determined by Host

**Contact:** Superintendent Bob Nunez, DOT Director Jim Helmer and Chief Rob Davis

---

**JULY 9, 2008**

11:00 am – 1:00 pm

Eastside Union High School District Office

830 North Capitol Avenue

San Jose, CA 95133

(408) 347-5000

**JULY 8, 2009**

11:00 am – 1:00 pm

Eastside Union High School District Office

830 North Capitol Avenue

San Jose, CA 95133

(408) 347-5000

**October 15, 2008**

11:00 am – 1:00 pm

San Jose City Hall

200 East Santa Clara Street – 8<sup>th</sup> Floor Tower

San Jose, CA 95113

(408) 535 – 3850

**January 21, 2009**

9:00 am – 11:00 am

San Jose City Hall

200 East Santa Clara Street – 8<sup>th</sup> Floor Tower

San Jose, CA 95113

(408) 535 – 3850

**April 1, 2009**

9:00 am – 11:00 am

Eastside Union High School District Office

830 North Capitol Avenue

San Jose, CA 95133

(408) 347-5000

**Schools/City Collaborative  
Recruitment and Retention  
Five Month Meeting Schedule  
2008-2009**

**Meeting Time:** Determined by Host (\*\*4<sup>th</sup> Monday of every month)

**Room Location:** Determined by Host

**Refreshments:** Determined by Host

**Contact:** Superintendent Don Iglesias, Housing Director Lesyle Krutko

---

**JULY 28, 2008**

7:30 am – 9:00 am

San Jose Unified School District Office  
855 Lenzen Avenue  
San José, CA 95126  
Tel. (408) 535-6000

**JULY 27, 2009**

7:30 am – 9:00 am

San Jose Unified School District Office  
855 Lenzen Avenue  
San José, CA 95126  
Tel. (408) 535-6000

**October 27, 2008**

7:30 am – 9:00 am

San Jose Unified School District Office  
855 Lenzen Avenue  
San José, CA 95126  
Tel. (408) 535-6000

**January 26, 2009**

7:30 am – 9:00 am

San Jose Unified School District Office  
855 Lenzen Avenue  
San José, CA 95126  
Tel. (408) 535-6000

**April 27, 2009**

7:30 am – 9:00 am

San Jose Unified School District Office  
855 Lenzen Avenue  
San José, CA 95126  
Tel. (408) 535-6000

